

# REQUEST FOR PREVAILING WAGE RATES



The Commonwealth of Massachusetts  
**DIVISION OF OCCUPATIONAL SAFETY**  
399 Washington Street., 5th Floor, Boston, MA 02108  
(617) 727-3492



OFFICIAL USE ONLY

Type or print clearly. Be sure to answer all questions. Incomplete requests will be returned to you.

## INFORMATION ABOUT PROJECT:

1. Name of Awarding Authority: Check One: ☐ City ☐ Town ☐ County ☐ District ☐ State Agency ☐ Authority

2. Responsible Department Within Awarding Authority \_\_\_\_\_

3. Brief Description of Project \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Town(s) in which Work Will Be Performed \_\_\_\_\_

5. Street Address of the Project \_\_\_\_\_

6. Name of Project or Building (Optional) \_\_\_\_\_

7. Contract or Bid Number \_\_\_\_\_

8. Estimated Cost \_\_\_\_\_

9. Approximate Start Date \_\_\_\_\_

Approximate End Date \_\_\_\_\_

## INFORMATION ABOUT THE AWARDING AUTHORITY:

### *PUBLIC AWARDING AUTHORITY*

Contracting Officer \_\_\_\_\_

Name of Awarding Authority \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date Submitted \_\_\_\_\_

Prevailing Wage rates may be sent to engineers and architects who are preparing bid specifications for a public awarding authority. However, complete information about the public awarding authority (above) must be given.

### *COMPLETE BELOW IF YOU ARE AN ENGINEER OR ARCHITECT WORKING AS AN AGENT OF THE AWARDING AUTHORITY*

Name \_\_\_\_\_

Firm Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date Submitted \_\_\_\_\_

Check One: ☐ Send wage rates to the awarding authority ☐ Send wage rates to the architect or engineer

MAIL YOUR REQUEST to the address at the top of this form and please mark envelop "Wage Rate Request"  
Requests by facsimile transmission will not be accepted: This form may be reproduced.

## **INSTRUCTIONS FOR AWARDING AUTHORITIES.**

In order to comply with the requirements of the Massachusetts General Laws, awarding authorities (Cities, Towns, Counties, Districts, and State Agencies) should follow the following steps on all prevailing wage projects: 1) Complete a copy of the request form printed on the reverse of this page for each upcoming project and mail it to DOS at the address given. We will mail the prevailing wage schedule(s) back to you. 2) Make available to all bidders a copy of the prevailing wage schedule. 3) Attach the prevailing wage schedule to the contract between the awarding authority and the contractor chosen to perform the work and make payment of the prevailing wage rates a requirement of the contract. The wage schedule will remain in effect during the entire contract.... Remember to ALWAYS request prevailing wage rates for each project individually and mail in your request before you solicit bids or quotes. Also, NEVER provide blank request forms to contractors, NEVER fax the request form to DOS, and ALWAYS provide bidders with a copy of the wage schedule before accepting their bids or quotes.

## **PREVAILING WAGE APPLICABILITY; ENABLING STATUTES.**

Prevailing wage rates are issued by the Commissioner of DLI and apply to the following projects: 1) All public works construction projects including additions and alterations to public buildings or structures, soil explorations, test borings, and demolition (see M.G.L. c.149, § 26 - 27D). 2) All equipment leased or rented by an awarding authority; to be engaged in public works (see M.G.L. c.149, §27F). 3) The transportation of pupils in, all cities and towns having a population of at least sixteen thousand (see M.G.L. c.71, §7A. 4). The cleaning and maintenance of public buildings or space rented by the commonwealth (see M.G.L. c.149, §27H). 5) The moving of office furniture by an awarding authority (see M.G.L. c. 149, §27G). Emergency projects are not exempt from the prevailing wage law.

## **NO THRESHOLD.**

The prevailing wage law applies to all public works projects regardless of the cost or size of the project. There is no minimum dollar amount below which the prevailing wage laws do not apply. Also, prevailing wage rates may apply even in some cases where state bidding laws are inapplicable.

## **APPEAL PROCESS.**

M.G.L. c. 149, §27A provides a mechanism for appealing prevailing wage determinations to the Division of Occupational Safety. The statute reads as follows: Within five days from the date of the first advertisement or call for bids, two or more employers of labor, or two or more members of a labor organization, or the awarding officer or official, or five or more, residents of the town or towns where the public works are to be constructed, may appeal to the commissioner or his designee from a wage determination, or a classification of employment as made by the commissioner, by serving on the commissioner a written notice to that effect. There upon the commissioner or his designee shall immediately hold a public hearing on the action appealed from. The commissioner or his designee shall render his decision not later than three days after the closing of the hearing. The decision of the commissioner or his designee shall be final and notice thereof shall be given forthwith to the awarding official or public body.